

BORING FIRE DISTRICT BOARD OF DIRECTORS MEETING MINUTES

June 14, 2011

1. The meeting of the Board of Directors for the Boring Fire District, held this date at the Boring Fire Station annex building, was called to order by Chairman Otto at 7:00 pm with the following members present: Les Otto, Carl Tuma, Mike Strickland, John Hartsock and Chris Olson. Also present were Chief Doug Branch, Division Chief George Eisert, Volunteer President Rick Searls, Lt. Jason Franklin, Clackamas Fire District (CFD) Chief Ed Kirchhofer, Wilson Heirgood Insurance Representative Jeff Griffin and Secretary Bookkeeper Lynne Branch.

2. Chairman Otto announced the opening of a public hearing to receive comments on Resolution 11-01 to adopt the 2011/12 budget, impose and categorize taxes and appropriate funds. After receiving no public comments, he left the hearing open while the Board continued the regular meeting.

3. Motion by John Hartsock/Mike Strickland to approve the consent agenda as presented. Approved unanimously.

4A. Update on 2010/11 Objectives

Chief Branch distributed a draft policy for Objective 2.3, Create a policy to address employee, member and board communications. He asked the Board how encompassing they would like the policy to be. Do they want to address employee/member/board complaints? Do they want to include the chain of command? What about outside of a board meeting when not acting as a board member? The Board asked the Chief to review the current communications policy and meld with that.

Regarding Objective 6.2, Research optional revenue sources. Chief reported that the General Fund and bonds through levies are the two most reliable sources of revenue. After speaking with other agencies, cost recovery does not appear to be an option we would want to consider. Chief said he would formalize this objective and get back to the Board.

4B. As the election certificates from the May 2011 election had not been received yet, this agenda item will be deferred until the July meeting.

5A. Division Chief Eisert gave the monthly operational report.

- All but one member of Boring Fire's Extrication Team attended the Meritorious Awards Banquet where they received a unit citation award.
- Three applications were received for two temporary summer firefighter positions, with interviews conducted on June 2nd. Congratulations to Kyle

Rygh and Terra Vandewiele. Kyle will be starting June 20th and Terra will start on July 5th. Both will work through the end of September.

- The Conflagration Personnel Roster has been completed for 2011. All those requesting to be included on the roster have completed the required training necessary to qualify.
- An opening for a temporary duty assignment for joint Volunteer Coordinator was posted May 19th, with interviews conducted on June 6th. Steve Deters was appointed to the position, which will start on the first of July.

5A. Division Chief Eisert recapped the monthly training report, as Capt. Welk was on vacation.

- Capt. Welk has been working closely with CFD to create a training calendar for July and August. There will be four to five months of cross-training involved. Chairman Otto asked for an update on EMT recerts and DC Eisert said that all but two members have now been recertified.

5A. Lt. Franklin reviewed his report on Sta149, noting that 13 volunteers from Damascus and CFD assisted in the “Damascus Clean up in the Park” day on May 7th. DC Eisert said there is a write-up in this month’s Working Fire on the event and also acknowledged Chairman Otto’s assumption that as of July 1st, Boring Fire career staff will be located at Station 7 and volunteers will staff Station 149. Points will continue to accrue for volunteers until Nov. 30th.

6. Volunteer President Rick Searls gave the Volunteer Association report.

- The Volunteer Association has several events coming up, including a Rib Cook Off fundraiser at the Timber Pub on June 25th.
- The Muscular Dystrophy “Fill the Boot” fundraiser will take place in Damascus on July 30th, which is also the same day as the Day in the Park.
- Events are being planned for the 10th anniversary of 9-11. Along with this, a presentation of steel from the Twin Towers is upcoming.
- The new recruits will have a graduation ceremony on June 23rd.

7. Lt. Franklin said there was no labor report for this month.

8A. Chief Branch reviewed the IGA for Volunteer Coordination and Other Shared Services between Boring Fire and CFD. The Ad Hoc Committee has been dissolved. The Volunteer Coordinator will work from Station 7. Carl Tuma asked why Boring Fire is paying for fuel for Station 7’s apparatus. DC Eisert explained that CFD will be supplying the vehicles for Boring Fire’s staff at that station, thus paying for the fuel is an attempt to balance expenses between the two agencies. Chairman Otto asked how often the Board would receive reports on the coordination process and that the timeline be included in the IGA. Chief Branch said reports would be provided initially on a monthly basis. Motion by Hartsock/ Olson to adopt the Boring Fire District and Clackamas Fire District Intergovernmental Agreement for Volunteer Coordination and Other Shared Services and empower the respective Fire Chiefs to execute the agreement.

Motion passed unanimously. Discussion ensued on liability insurance issues, which Jeff Griffin addressed.

Chief Kirchhofer and Jeff Griffin left at 7:50pm.

9B. Chief Branch reviewed his memo on health insurance changes. Effective July 1, the District will be moving to an association plan sponsored by OFCA. Because there will be a higher deductible involved and lower benefits in some areas, Chief is proposing an increase in VEBA contributions of \$50/month for full-time staff and \$34/month for the admin staff. The net savings to the District would amount to about \$38,000 for the first year. After much discussion, motion by Tuma/Hartsock to approve an increase in the VEBA contributions in response to a change in health insurance plans and benefits. Motion passed unanimously.

9A. Chairman Otto asked for public comment on the 2011/12 budget. With no comments made, he officially closed the public hearing and presented Resolution 11-01 to adopt the 2011/12 budget as approved by the Budget Committee. Motion by Tuma/Strickland to adopt the proposed 2011/12 budget, levy property taxes and appropriate funds in the amount of \$4,925,616 for the General Fund, \$481,539 for the Apparatus & Equipment Reserve Fund and \$816,452 for the Land & Facilities Reserve Fund and levy the permanent tax rate of 2.3771. Motion carried unanimously.

9C. Board consensus was to discuss and act upon the Damascus property option agreement in open session. Chief Branch spoke about a proposed fifth amendment to the current option agreement, whereby the Dillards would extend the agreement another 24 months. Two issues to watch are planning/zoning issues in the City of Damascus to identify the parcel of land as a public facility and Senate Bill 640's effect, which allows the partition of Exclusive Farm Use land for siting of a fire station. Chairman Otto noted that the selling price for the five acres is above current market value in today's market. John Hartsock added that at time of purchase, the District would need to get the land reappraised, and justify the purchase by its appropriate location and not needing an assemblage. Chief said he is continuing to watch for other three to five acre land parcels that may work, but there are few options in close proximity. Motion by Strickland/ Olson to extend the current option agreement to purchase five acres from TMD Phase III (Dillards) for 24 months. Motion passed unanimously.

At 8:17 pm, Chairman Otto polled the Board with a unanimous decision for an Executive Session pursuant to ORS192.660(2)(i), to review and evaluate the employment-related performance of the chief executive officer with Les Otto, Carl Tuma, Mike Strickland, John Hartsock and Chris Olson present. Also present was Chief Doug Branch.

Chairman Otto reconvened regular session at 9:31pm with no action being taken during Executive Session.

With no other business before the Board, Chairman Otto adjourned the meeting at 9:31 pm.

Respectfully submitted,

Lynne Branch
Secretary/Bookkeeper